MINUTES
EXECUTIVE SESSION AND MONTHLY TOWN COMMISSIONERS’ MEETING
at the Dewey Beach Lifesaving Station
#1 Dagsworthy Avenue,
Dewey Beach, DE. 19971
Friday, July 13, 2018
Executive Session to begin at 5:30 P.M.
Town Commissioners’ Meeting to re-convene at 6:00 P.M.

Convene Town Commissioners’ Meeting

Roll Call/Opening Ceremonies/Pledge/Moment of Silence Video Recording Mark (VRM): - Present: Commissioner Bauer, Commissioner Riordan, Commissioner Persinger, Commissioner Cooke, Mayor Redefer, Town Solicitor Fred Townsend, Town Manager Scott Koenig.

Convene Executive Session at 5:30 P.M.

Personnel

- Pursuant to §10004(b)(9) personnel matters in which the names competencies and abilities of individual employees are discussed.

- Pursuant to 29 Del. C. §10004(b)(9) discussion of Town personnel matters regarding of terms and conditions of employee contracts.

Adjourn Executive Session

Re-Convene Town Commissioners’ Meeting at 6:00 P.M. Audio Recording Mark (ARM): Audio 1 of 3: 00:01

Adoption of Agenda Audio Recording Mark (ARM): Audio 1 of 3: 00:55 - Motion by Commissioner Bauer to adopt the agenda. Seconded by Commissioner Persinger. The vote carried unanimously.

Approval of: Audio Recording Mark (ARM): Audio 1 of 3: 02:07-

- June 8, 2018 Monthly Town Commissioners’ Meeting Minutes Motion by Commissioner Persinger to approve the June 8, 2018 Monthly Town Commissioners Meeting Minutes. Seconded by Commissioner Cooke. The vote carried unanimously.

- June 22, 2018 Charter and Code Review Ad Hoc Committee and Town Commissioners’ Joint Workshop Meeting Minutes Audio Recording Mark (ARM): Audio 1 of 3: 02:55- Motion by Commissioner Persinger to approve the June 22, 2018 Charter and Code Review Ad Hoc Committee and Town Commissioners’ Joint Workshop Meeting Minutes. Seconded by Commissioner Cooke. The vote carried unanimously.

Announcements and Updates: Audio Recording Mark (ARM): Audio 1 of 3: 03:25- The announcements and updates began.

- 2018 Municipal Election Deadlines and Activities updates Update by Mayor Redefer
- Upcoming Events update Update by Mayor Redefer
- July 4th Update Update by Mayor Redefer
- Speeding concerns Announcement by Mayor Redefer
- Public Hearing and Town Commissioners’ Meeting on July 25th Announcement by Mayor Redefer
- September 2018 Town Commissioners’ Meeting Announcement by Mayor Redefer
- Presentation of Lifesaving Award (s) to Dewey Beach Patrol Guards Joshua Keil, Zachary Stevenson, Philip Fraley, Connor Sweeny, Steven Hagen by Commissioner Bauer
• Update from TGM Group as related to phase two of the Agreed Upon Procedures Update by Town Manager Scott Koenig
• Update regarding the property located at the corner of Coastal Highway and Swedes Street regarding the Board of Adjustment by Town Manager Scott Koenig
• Storm water Management throughout town Update by Town Manager Scott Koenig

Video Recording Mark (VRM): 00:01- the video of the Town Commissioners’ Meeting began during the following announcement:

• Update regarding Dewey Beach Enterprise and Van Dyke Avenue by Town Manager Scott Koenig
• Update regarding subaqueous land permit by Town Manager Scott Koenig

Public Comments VRM: 07:35- Jeffrey Smith, Nancy McCloskey, Gary Talley

Action and/or Discussion Items:

1. Discuss Alderman Court 36 staffing and possibly vote on associated changes. VRM: 31:14 Discussion began. VRM: 34:06- Motion by Commissioner Bauer to refer this matter to the Town Manager to administratively meet with Human Resources and the Town Solicitor. Seconded by Commissioner Persinger. The vote carried unanimously.

2. Discuss and possibly vote to appoint Gloria Rogers, Marty Tarr, and Beverly Corelle as members of the Dewey Beach Board of Election. VRM: 32:49- Motion by Commissioner Cooke to appoint Gloria Rogers, Marty Tarr, and Beverly Corelle as members of the Dewey Beach Board of Election. Seconded by Commissioner Bauer. The vote carried unanimously.

3. Discuss the current status of the Adopt-A-Dune project, as well as future plans to possibly order additional mats. VRM: 35:04- Overview by Mayor Redefer.

4. Discuss and possibly vote to approve a request for authorization to purchase and install aluminum plating in the Police Department holding area. VRM: 47:00- Overview by Town Manager Scott Koenig. Motion by Commissioner Bauer to approve a request for authorization to purchase and install aluminum plating in the Police Department holding area. Seconded by Commissioner Riordan. Commissioner Bauer withdrew the motion. Motion by Commissioner Bauer to refer this item to Town Manager Scott Koenig to review other options that are less expensive with consideration to hardening the entire cell, and to bring it back to the Commissioners at the August Town Commissioners’ Meeting. Seconded by Commissioner Cooke. The vote carried unanimously.

5. Discuss and possibly vote to approve the recommendation from the Town Manager for Employee Bonuses. VRM: 1:01:44- Motion by Commissioner Persinger to authorize Town Manager Scott Koenig to expend funds for employee bonuses as recommended by the Town Manager, and to hold a meeting in the future to discuss Resolution 190 related to employee bonuses. Seconded by Commissioner Cooke. The vote carried unanimously.

6. Discuss updates coming out of the June 22, 2018 Charter and Code Review Ad Hoc Committee and Town Commissioners’ Joint Workshop. Discuss sections of the Town Code that should be addressed. VRM: 1:13:10- Overview by Mayor Redefer and Commissioner Persinger

7. Discuss details of the latest financial reports to include: VRM: 1:20:30- a. Discuss the need for a way to track monthly progress that better reflects the seasonality of income and expenses. Overview by Town Manager Scott Koenig followed by discussion among Commissioners.
8. Discuss and possibly vote to approve a proposal from ShoreScan Solutions for document imaging in Town Hall. **VRM: 1:33:27- Motion by Commissioner Bauer to approve a proposal from ShoreScan Solutions for document imaging in Town Hall. Seconded by Commissioner Riordan. The vote carried unanimously.**

9. Discuss and possibly vote to approve an Ordinance to amend Chapter 1, Section 16, Definitions, of the Municipal Code of the Town of Dewey Beach, Delaware, 2005, as amended, by amending §1-16 defining the term “Half-Story”, as recommended by the Planning and Zoning Commission. **VRM: 1:52:42- Motion by Commissioner Persinger to approve an Ordinance to amend Chapter 1, Section 16, Definitions, of the Municipal Code of the Town of Dewey Beach, Delaware, 2005, as amended, by amending §1-16 defining the term “Half-Story”, as recommended by the Planning and Zoning Commission, to include the referred drawing as part of the definition. Seconded by Commissioner Cooke. The vote carried unanimously.**

10. Discuss and possibly vote to refer to Planning and Zoning Commission to review and make a recommendation relative to the necessity of the current 15 foot required side yard set-backs for corner lots abutting a street in the NR zone, versus 8 foot side yard set-back for non-corner lots. **VRM: 2:01:19 - Motion by Commissioner Cooke to refer to Planning and Zoning Commission to review and make a recommendation relative to the necessity of the current 15 foot required side yard set-backs for corner lots abutting a street in the NR zone, versus 8 foot side yard set-back for non-corner lots, as well as to refer the photos as provided by Marcia Schieck. Seconded by Commissioner Riordan. The vote carried unanimously.**

11. Discuss and possibly vote to approve Muscle Movement Foundation Starboard Crush Course Charity Event. **VRM: 20:39 – Overview by Commissioner Bauer followed by Larry Cassidy of Muscle Movement Foundation. Motion by Commissioner Cooke to approve Muscle Movement Foundation Starboard Crush Course Charity Event with conditions to include submission of an insurance binder, staffing, layout map of course, and to have no alcohol on the beach. Seconded by Commissioner Persinger. The vote carried unanimously.**

12. Committee Reports **VRM: 2:10:30- No reports**

13. Town Manager Comments **VRM: 2:10:37- Comments**

   a. Commissioner Paul Bauer Comments  
   b. Commissioner Dale H. Cooke Comments  
   c. Commissioner Gary Persinger Comments  
   d. Commissioner Courtney Riordan Comments  
   e. Mayor TJ Redefer Comments

**Adjourn Town Commissioners’ Meeting** **VRM: 2:29:15- Motion by Commissioner Persinger to adjourn the Town Commissioners’ Meeting. Seconded by Commissioner Bauer. The vote carried unanimously.**